

CORINNA TOWNSHIP BOARD MEETING
Thursday, November 6, 2014, 7:00 p.m.
Corinna Township Hall
9801 Ireland Avenue NW, Annandale, MN

Official Minutes

Meeting Call to Order and Pledge of Allegiance was at 7:00 p.m.

Present: Chairman John Dearing; Vice-Chairman Richard Naaktgeboren; Clerk/Treasurer Mary Barkley Brown; Deputy Clerk/Treasurer Jean Just.

Absent: Supervisor Chuck Carlson; Maintenance Men Mark Miller and Doug Smith.

Others in Attendance: Corinna Township Planning and Zoning Administrator Ben Oleson; Fred Jude.

Approve or Amend Agenda, Town Board Meeting, November 6, 2014: A motion was made by Naaktgeboren, seconded by Dearing, to approve the Agenda as presented. Motion carried unanimously.

Approve or Amend Minutes, Town Board Meeting, October 21, 2014: A motion was made by Naaktgeboren, seconded by Dearing, to approve the Minutes of the Town Board Meeting of October 21, 2014. Motion carried unanimously.

Maintenance Outlook Report: Reviewed.

Post Driver: No action taken.

Bobcat: No action taken.

Requests to be on the Agenda: Kent Courier, Local 49, was not in attendance. Courier asked that the Town Board review the updated Memorandum of Agreement (Wage effective Jan. 1, 2015 through Dec. 31, 2015) and the Agreement By and Between Corinna Township and the IUOE Local 49 AFL-CIO Jan. 1, 2015 – Dec. 31, 2017 and sign the agreements if the Town Board agreed that this reflected the wage negotiation meeting that was held October 21, 2014. A motion was made by Naaktgeboren, seconded by Dearing, to accept the documents as presented for signatures. Motion carried unanimously.

Other Business:

1. Planning and Zoning Administrator's Report:

FINAL PLAT APPLICATION

Application: Preliminary Plat/Conditional Use Permit for a Rural Planned Unit Development (PUD) involving the creation of five buildable lots ranging from 3.7 acres to 10 acres and one 9.6 acre outlot to be commonly owned open space.

Applicant: Frederick Jude

Background Information:

Location:

- o Property address: 8120 - 113th St NW
- o Sec/Twp/Range: 3-121-027
- o Parcel number(s): 206000034100

Existing Zoning: Agriculture/Residential (A/R) with a Planned Unit Development (PUD) overlay. A very small portion of the eastern edge of this property is in the Residential Recreation Shorelands (S-2) Overlay District, Sugar Lake (General Development lake).

Town Board Direction: The Town Board will need to make a final decision on this application. A final plat must also be approved by Wright County.

Planning Commission/Board of Adjustment Action: The Town Board had given preliminary approval to this plat in June 2014 with the following conditions:

1. That the applicant provides sufficient evidence from a licensed sewer designer to indicate that there are at least two sewerable sites on each of the five buildable lots.
2. That the applicant meets the requirements of the ordinance regarding the establishment of the common open space ownership arrangement.
3. That the applicant has the wetlands on the property professionally delineated.

Condition #1: The applicant has submitted a letter and documentation from a licensed sewer designer indicating that all proposed residential lots can be served with a Type I sewer system. Staff has submitted this documentation to Wright County staff for their review.

Condition #2: The applicant is proposing that the common open space lot be owned jointly by all other lot owners (i.e. each lot owner would own 1/5 of the common open space lot. No documentation of this has been provided.

The ordinance section that applies to this condition indicates:

614.9 Common Open Space

(1) Except for the establishment of restricted lands in a rural planned unit development, as provided in Section 614.10, all lands shown on the preliminary development plan as common open space must be conveyed under one of the following options. Under no circumstances may lands used to calculate the Number of Units be transferred or used for any purpose not included in the approved preliminary development plan.

(a) It may be conveyed to a public agency which will agree to maintain the common open space and any buildings, structures, or improvements which have been placed on it.

(b) It may be conveyed to trustees provided in an indenture establishing an association or similar organization for the maintenance of the planned development. The common open space must be conveyed to the trustees subject to covenants to be approved by the Planning Commission which restrict the open space to the uses specified on the preliminary development plan, and which provide for the maintenance of the common open space in a manner which assures its continuing use for its intended purpose.

Staff has asked the applicant for additional information as to how they will meet this requirement.

Condition #3: The applicant has submitted a professional wetland delineation report. The location of the wetlands in that report are shown on the final plat drawing.

Fred Jude was in attendance regarding final plat approval by the Town Board. A motion was made by Naaktgeboren, seconded by Dearing to approve the final plat with the following conditions: The common open space lot be owned jointly by all other lot owners (i.e. each lot owner would own 1/5 of the common open space lot). There is to be a deed restriction placed on the common property that there will be no building of structures allowed. Motion carried unanimously. This matter now goes before Wright County for final plat approval.

PRELIMINARY PLAT APPLICATION

Application: Preliminary plat application to subdivide an approximate 6.47 acre parcel into two lots (2.81 and 3.42 acres) with a 0.24 acre remainder to be attached to an existing nonconforming lakeshore lot.

Applicant: David Snyder and Thomas Tart

Background Information:

Location:

- o Property address: Parcel east of 11069 and 11083 Hollister Ave NW, Annandale
- o Sec/Twp/Range: 02-121-027

- o Parcel number(s): 206000024400

Zoning: Suburban Residential (R2) /Residential Recreation Shorelands (S-2) Overlay District, Sugar Lake (General Development lake)

Planning Commission/Board of Adjustment Action: The Town Board is being asked to give preliminary plat approval. The conditions of preliminary plat approval, as recommended by the Planning Commission, are as follows:

1. That the 0.24 acre parcel must be combined into one parcel number and legal description with Lots 1 and 2 of Sugar Lake Heights and the vacated portion of Mol Street (aka Hollister Avenue) that is already part of Parcel 206-079-001010 prior to final plat approval.
2. That the applicants must provide evidence from a licensed sewer designer that there exists at least two sewerable sites on each of the proposed residential lots prior to final plat approval.

A motion was made by Naaktgeboren, seconded by Dearing, to approve Tart/Snyder's preliminary subdivision plat with conditions listed above. Motion carried unanimously.

2. October Corinna P and Z Report: Reviewed.

Building Inspector Contract: Reviewed previous contract and added suggested revisions.

10389 State Highway 24 NW: Lesa Roy House Damaged by Fire. No action taken.

Next Corinna Monthly Planning Commission Meeting: **Thursday, 11/13/2014 at 7:00 p.m.** at the Town

Hall.

Violations:

PID # 206-000-032200: Report of people living in home that was to be removed and disposed; 9/3/13 Ben Oleson letter to property owner asking owner to contact Oleson within 5 days. Property owner's response to Oleson on approximately 9/20/13 was that he wished to keep using the dwelling for 2-5 more years. Oleson letter of 11/8/13 sent to the landowner, Sean Riley and Greg Kryzer. Oleson letter of 3/31/2014 sent to landowner. Rieger-Borer letter of 4/8/14 to Town Board asked for an extension of the deadline of June 1, 2014. A motion was made by Naaktgeboren, seconded by Carlson, to deny Rieger-Borer's request for a deadline extension. Motion carried unanimously. Oleson will notify Rieger-Borer of decision. 4/22/14 Oleson letter to Rieger-Borer; 4/25/14 Oleson e-mail to Sean Riley. Oleson said he has also spoken to Wright County Attorney Greg Kryzer. On 6/3/2014, a motion was made by Carlson, seconded by Naaktgeboren, to turn this matter over to Wright County for legal action. Motion carried unanimously. File delivered to Kryzer 6/23/2014. Kryzer e-mail of 8/18/14 states that first court appearance is 9/8/14; Wright County Attorney Letter of 9/26/14 to Corinna Township.

PID # 206016000010: Kobe's addition of a deck, screen porch and more, done without a permit. Oleson spoke to Kobe, who said he is working with Surveyor Bogart Peterson and with a sewer contractor. Oleson said that it looks like Kobe is over impervious coverage limit. Oleson will follow up after Bogart Peterson completes the survey. It was not complete due to snow. Oleson reported that he is working with Mr. Kobe and the Planning Commission on impervious coverage issue. Oleson letter of 6/25/2014 to Kobe. Oleson said that Kobe plans to cut back his screen porch and lower his impervious coverage. Oleson will follow up.

PID # 206-000-153404 - 8987 Iresfeld AV NW: Building permit was issued in 2005 by Wright County and that it is still open and there is also a non-conforming sewer. Oleson will follow up, checking on sewer and also on time allowed to complete the building of the dwelling. Oleson inspected property on 2/24/14. Oleson letter of 2/24/14 to Oxenford; Oleson letter of 5/2/14 to Oxenford has 6/30/2014 deadline.

3. November Building Use Report: Reviewed.
4. CNA Surety Letter of 10/20/14 to Rice Contracting Regarding Unpaid Harddrives Subcontractor: Reviewed.
5. Re-cap of Multi-Hazard Mitigation Plan Meeting of 10/28/14: Naaktgeboren reviewed.
6. Administrative Hearing on 11/10/14: Reviewed.
7. MN Association of Townships Annual Conference 11/20/2014 to 11/22/2014: No one is attending.
8. Annandale Area Fire Commission Reports: Reviewed.

9. Kelly Hinnenkamp Letter of 10/29/14 to Corinna Township: Reviewed.

Information on File:

Office of the State Auditor: E-Updates 10/17/14; 10/24/14 were reviewed.

Payment of Claims:

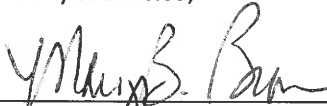
A motion was made by Naaktgeboren, seconded by Dearing, to approve Direct Deposit Payroll JE 2014-60 through JE 2014-62 (Miller Welle Heiser Payroll Service); Payroll Checks #764 through #767 (Miller Welle Heiser Payroll Service); Check # 19186 through Check # 19225 in the amount of \$51,371.74. Motion carried unanimously.

Any Other Business That May Come Before the Board: None.

A motion was made by Naaktgeboren, seconded by Dearing, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:15 p.m.

Respectfully submitted,

November 18, 2014



Mary Barkley Brown, Clerk/Treasurer



John Dearing, Chairman